



**State of Louisiana**  
DIVISION OF ADMINISTRATION

**OFFICE OF TELECOMMUNICATIONS MANAGEMENT**

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**TELECOMMUNICATIONS INFORMATION NOTICE NUMBER 04-04**

**SUBJECT: Lost, Stolen, and Broken Rental Pagers**

Effective April 1, 2004, one-time charges will change for lost, stolen, and broken rental pagers. This change will apply to both insured and uninsured rental pagers. For uninsured pagers, there is a one-time pager replacement charge at the time of the loss. For insured pagers, there is a one-time deductible charge paid at the time of the loss in addition to the ongoing monthly insurance premiums.

One-time loss charges become applicable if a rental pager is not returned at all or if it is returned and the pager is damaged beyond repair. A pager is declared a loss at the time an agency reports to the Office of Telecommunications Management (OTM) that the rental pager has been lost or stolen. Or, if a rental pager is being returned, but is not received at OTM within 30 days after notification that the agency is returning the pager, that pager is automatically declared a loss. A returned pager determined to be broken will be examined by OTM and declared a loss if that broken pager is damaged beyond repair. For any pager declared a loss, the applicable one-time charge will be immediately billed to the agency.

**Uninsured Pagers**

Previously for an uninsured rental pager loss, agencies paid a one-time pager replacement charge of either \$40 or \$80, depending on the pager type and brand. This replacement charge will now be based on the actual prorated replacement cost of each pager.

Effective April 1, 2004, the pager replacement charge for each uninsured pager will be \$35 for numeric pagers, \$64 for alphanumeric pagers, \$102 for T900 two-way pagers, and \$278 for P935 two-way pagers.

**Insured Pagers**

An agency may elect to purchase insurance coverage for any or all of its rental pagers. Coverage is provided by paying a small, monthly insurance premium per pager. In the event of a loss, the agency must then pay a one-time deductible for that pager. OTM does not recommend selecting insurance for numeric pagers, as it is generally more cost effective to pay the replacement charge for these pagers if there is a loss. However, insurance coverage is an agency decision.

The monthly insurance premium for both numeric and alphanumeric pagers is \$.50, while the monthly insurance premium for any type of two-way pager is \$3. The one-time deductible for a pager loss is now \$30 for numeric pagers, \$44 for alphanumeric pagers, and \$83 for all two-way pagers.

To add insurance coverage, an agency must notify OTM as to the particular paging device(s) for which coverage is requested. To do this, send a copy of an OTM bill to the OTM Wireless

section. Highlight the pager(s) on the bill for which coverage is being requested. Coverage will then be added and be in effect within the next two billing cycles after the receipt of the agency request.

If you have any questions or need more information concerning this change, one-time deductible or charges, or insurance coverage, please contact OTM's Wireless Manager Ruth Werling in Baton Rouge at 225-342-0547 or [ruth.werling@la.gov](mailto:ruth.werling@la.gov).